

**BOARD OF SELECTMEN  
MEETING MINUTES - SEPTEMBER 10, 2007**

7:00 p.m. - Selectmen's Meeting Room, 63 Main Street, Northborough, MA

**MEMBERS PRESENT:** William Pantazis, Chairman  
Leslie Rutan, Vice Chairman  
Fran Bakstran, Clerk  
Jeff Amberson  
Dawn Rand

\*Pledge of Allegiance

**APPROVAL OF MINUTES – AUGUST 20, 2007 REGULAR MEETING**

Selectman Rutan moved the Board vote to accept the Minutes of the August 20, 2007 Regular Meeting as submitted; Selectman Bakstran seconded the motion. Vote 4-0-1 (Selectman Rand abstained).

**APPROVAL OF MINUTES – AUGUST 27, 2007 SPECIAL MEETING**

Selectman Rutan moved the Board vote to accept the Minutes of the August 27, 2007 Special Meeting as submitted; Selectman Bakstran seconded the motion; all members voted in favor.

**7:00 p.m. - NORTHBOROUGH JUNIOR WOMAN'S CLUB**  
Proclamation – International Day of Peace.

Laurie LaBrecque of the Northborough Junior Woman's Club and Nancy Halter, Co-Chair of the International Affairs Committee were present to request that the Board proclaim September 21, 2007 as International Day of Peace. The Northborough Junior Woman's Club will be sponsoring two Peace Day activities in recognition of the International Day of Peace.

Selectman Rand moved the Board vote to proclaim September 21, 2007 as International Day of Peace; Selectman Bakstran seconded the motion; all members voted in favor.

**7:05 p.m. - DAVID WOODBURY, FACILITIES MGR – SAINT GOBAIN**  
Presentation on future expansion plans at Goddard Road Facilities.

David Woodbury, Facilities Manager at Saint Gobain High Performance Materials Sector Research and Development Center in Northborough was present to inform the Board of Saint Gobain's plan to expand the Goddard Road Facilities. Also present were representatives from their engineering and architectural firms.

Mr. Woodbury informed the Board that Saint Gobain is a world-wide company with 206,000 employees. Saint Gobain has five business sectors. In the High Performance Materials Sector, there are four Research and Development Centers world-wide with the largest one located in Northborough. The facility in Northborough had approximately 100 employees about five years ago. Today there are 307 employees.

### **SAINT GOBAIN CONT. . .**

Saint Gobain has decided to expand research in the High Performance Materials Sector in North America and has chosen Northborough as the site. It is estimated that the expansion project may take as many as 15 years to complete. When complete, it is estimated that the facility in Northborough will employ between 700 – 730 employees.

In answer to a question from Selectman Amberson, Mr. Woodbury informed the Board that the expansion plan will include three phases. Phase I includes the construction of one building and its associated links. The building size total including the associated links will be approximately 75,400 square feet. They are planning to break ground and begin Phase I by early December of this year with the hopes to have the building ready for occupancy one year from now. Phase 2 and 3 are still in the early development process.

Selectman Rutan questioned whether the company will research and develop new materials in addition to what they already do? Mr. Woodbury stated that it is not clear at this point whether there will be further consolidation to bring other small research entities from other plants or operations to the facility in Northborough. He added that as the company thinks about the center and the research that needs to be expanded there, this is certainly within the realm of possibilities.

Selectman Rand thanked Saint Gobain for being a good neighbor and noted her appreciation that they have decided to expand their existing business here in Northborough.

### **7:15 p.m. - KATHY JOUBERT, TOWN PLANNER**

- Update on Development Projects.
- Update on Zoning Bylaw Revisions.

#### Update on Development Projects

Town Planner Kathy Joubert provided an update on the following development projects in Northborough:

#### ➤ Development of the Loop and Avalon Bay

Site development is well under way for both the Loop and Avalon Bay projects. It is expected that the completion of the Loop project will take two-years from when they start building construction, which they hope to start by late winter or early spring.

Avalon Bay will be developing a 350 unit apartment complex that will share the driveway with the Loop. They are looking to start building construction by the end of this year.

#### ➤ Bartlett Street

The A. Duie Pyle Trucking Company is constructing a new warehouse facility and trucking operation. The construction is almost complete and the company is hoping to begin operations on December 1, 2007.

- Bartlett Street  
The Gutierrez Company will begin construction soon of a 220,000 square foot warehouse facility. They are looking at several proposals from companies who want to lease the building.
- CVS Building Complex  
CVS will be temporarily relocating to a store front on Blake Street around November 1<sup>st</sup>. Because this temporary location is much smaller, the operations will focus primarily on keeping the pharmacy open. Once the existing CVS building is demolished, the project is expected to take 6-7 months. CVS hopes to re-open in the Spring of 2008.
- 77 Main Street  
A definitive subdivision plan will be considered by the Planning Board at their meeting on September 18<sup>th</sup> for four industrial lots.
- 75-83 West Main Street  
The new owner has met with Town staff and the Design Review Committee on an informal basis to discuss his plans to develop a retail complex on this site. The owner is scheduled to meet with the Earth Removal Board on September 12<sup>th</sup>. Once the owner and the Design Review Committee agree on the details, the owner will officially file a site plan review.

Ms. Joubert informed the Board that she has no definitive information on what type of restaurants and shops are looking to locate at either the retail complex at 75-83 West Main Street or at the Loop.

Mr. Brenner added that the proposed development at 77 Main Street is totally separate and independent of any previous plans for a Stop & Shop on this site.

In answer to a question from Selectman Rand, Ms. Joubert stated that it could be anywhere from six months to two years until the Town hears a decision from the Land Court regarding the appeal filed by Stop & Shop. She added that at this time, there are no particular tenants and that the owner is only exploring his options as to what can be developed on this property.

#### Update on Zoning Bylaw Revisions

Ms. Joubert informed the Board that the Planning Board hired a consultant firm about 18 months ago who has been working with the Town to update and completely re-write the Zoning Bylaws. The Zoning Bylaw Subcommittee has been working closely with the consultant and hopes to wrap-up their work by October of this year. The Subcommittee will then meet with both the Planning Board and the Zoning Board of Appeals to provide a summary and review of the proposed amendments. The public education phase of the project will begin in November. If a consensus can be reached among all those involved, the goal is to bring the newly re-written Zoning Bylaws to the 2008 Annual Town Meeting.



Update on Zoning Bylaw Revisions Cont. . .

In response to a question by Selectman Rutan, Ms Joubert stated that the decision to completely re-write the Zoning Bylaws was a result of a recommendation in the 1998 Master Plan. This recommendation was based on the excessive number of amendments over the years making it difficult in some cases for both the applicant and the Town to interpret the Bylaw. She added that many of today's projects are not addressed in our current Zoning Bylaw and that this project will provide a modern approach to bring our Zoning Bylaws into the year 2007, making it clear to applicants what the process is and what the Town expects.

**7:30 p.m. - KATHY DALGLIESH, CABLE TV ACCESS DIRECTOR**

- Request of Charter Communications relative to Town of Southborough.
- Update on Verizon.

Request of Charter Communications relative to Town of Southborough

Cable TV Access Director Kathy Dalgliesh requested the Board's permission to redirect the Educational Access Channel feed from Algonquin Regional High School to a location in Southborough. This request is being made by Charter Communications in preparation of the time when cable services will be split between Charter and Verizon. Charter Communications wants to make sure that they have written permission to send a Northborough signal to Southborough, something that is already being done and has been done for many years.

Mr. Brenner added that this will continue what is currently being done and will not include any changes to the service. Individual Northborough Educational Channel programs may not be edited or altered in any way, nor the feed forwarded any further without permission from the Northborough Cable Television Advisory Committee or its designee.

Selectman Bakstran moved the Board vote to approve the request of Charter Communications to redirect the Educational Access Channel feed from Algonquin Regional High School to a location in Southborough; Selectman Rutan seconded the motion; all members voted in favor.

Update on Verizon

Ms. Dalgliesh provided an update on the Town's option to reach a franchise agreement with Verizon. She informed the Board that there are thirty communities in Central Massachusetts that Verizon has started negotiations with. Of that thirty, only sixteen have reached agreements. She has been informed by a representative of Verizon that they want to finalize the remaining agreements before reaching out to additional communities.

Ms. Dalgliesh informed the Board that a corporate meeting will be held in October when Verizon will decide which communities they wish to approach next. She stated that she has approached several other communication companies in addition to Verizon and has not received interest from any of them. She added that Charter Communications does not and never has had an exclusive license agreement with Northborough.

Update on Verizon Cont. . .

Mr. Brenner reminded the Board that the Town was approached by Verizon one year ago. At their request, the Town approached the State and requested waivers in order to expedite the process. The waivers were approved by the State. The Town prepared a Request for Proposals and advertised same. The Town did exactly what Verizon asked only to have Verizon turn around and never submit a proposal. Their answer to this was that their corporate plans had changed. The Town has asked Verizon many times to reconsider. Mr. Brenner expressed his frustration with the number of inquiries from residents who have been told by Verizon to contact the Town to see why the Town is not responding, when this is not the case.

Ms. Dalgliesh informed the Board that the Town is in the process of negotiating a new License Agreement with Charter, which is due to expire in October of 2008. In an attempt to gain some information from the community as to what their needs and wants are relating to cable television, a customer satisfaction survey will be posted on the Town website. This information will be reviewed by the Cable Television Advisory Committee. She added that an update regarding the situation with Verizon will be posted on the website as well.

**REPORTS**

Dawn Rand

- Noted that the Applefest celebration will be held this weekend. Thanked the DPW Department for their help in preparing the Town for the event. Announced several of the events that will be held over the weekend.

Jeff Amberson

- Noted that the Recreation Department is still looking for volunteers for Applefest.

Fran Bakstran, Clerk

- Noted that the Interview Committee interviewed applicants for various Boards, Committees and Commissions, including the Solid Waste Citizens Study Group.
- Requested that the Board add one Alternate Citizen Member position on the Solid Waste Citizens Study Group. The Board agreed. See next page for motion.

Leslie Rutan, Vice Chairman

- Advised residents to contact the DPW Department if they are interested in purchasing an old Street sign.
- Congratulated the School District on the successful opening of the new school year. Thanked the Central Office for putting together a great District Wide Newsletter that went out to everyone in Town.
- Thanked the Fire Chief and the Building Inspector for their hard work with the many inspections at the High School prior to its opening.

Report of Leslie Rutan Cont. . .

- Noted that the Town website has a customer service on-line center that is very user-friendly. She has recently been informed that any question will be answered. Thanked John Sabatini for his work on this.
- Noted that she is looking forward to the Applefest celebration. Thanked everyone for their work on coordinating this event. Noted that the Algonquin Cross Country Boys & Girls Teams will be running in the 5-K event.

Barry M. Brenner, Town Administrator

- Noted that State Senator Harriette Chandler extends her regrets in not being able to participate in the Applefest parade this year due to a recent surgery.

William Pantazis, Chairman

- No report.

**SOLID WASTE CITIZENS STUDY GROUP**

Under her report, Selectman Bakstran requested that the Board create an Alternate Citizen Member position on the Solid Waste Citizens Study Group.

Selectman Bakstran moved the Board vote to create an Alternate Citizen Member position on the Solid Waste Citizens Study Group; Selectman Rand seconded the motion; all members voted in favor.

Selectman Bakstran moved the Board vote to appoint Brian Harrigan, Howie Stone, Jr., Scott Mahoney and Kevin Carroll to the Solid Waste Citizens Study Group; Selectman Rand seconded the motion; all members voted in favor.

Selectman Bakstran moved the Board vote to appoint William Halter as the Alternate Citizen Member to the Solid Waste Citizens Study Group; Selectman Rand seconded the motion; all members voted in favor.

**APPOINTMENT TO THE CABLE TELEVISION ADVISORY COMMITTEE**

Selectman Bakstran moved the Board vote to appoint Kevin Wittman to the Cable Television Advisory Committee for a partial two-year term; Selectman Rand seconded the motion; all members voted in favor.

**APPOINTMENT TO THE CULTURAL COUNCIL**

Selectman Bakstran moved the Board vote to appoint Ingrid Molnar to the Cultural Council for a three-year term; Selectman Rand seconded the motion; all members voted in favor.

**APPOINTMENT TO THE CULTURAL COUNCIL**

Selectman Bakstran moved the Board vote to appoint Kristen Henriques to the Cultural Council for a three-year term; Selectman Rand seconded the motion; all members voted in favor.

## **PUBLIC COMMENTS**

No public comments.

### **NEGOTIATING COMMITTEE - ALLOCATION OF STATE GRANT FOR THE REGIONAL HIGH SCHOOL PROJECT BETWEEN TOWNS OF NORTHBOROUGH AND SOUTHBOROUGH**

Mr. Brenner stated that the first order of business for the Board to consider is the composition of the group that will represent the Town of Northborough in negotiating the allocation of the State Grant for the Regional High School Project. The Town of Southborough had originally decided to be represented by three members, including the Town Administrator, one current member and one former member of the Southborough Board of Selectmen. They will consider adding an additional member at their next Board Meeting.

Mr. Brenner suggested that five members represent the Town of Northborough. If the Town of Southborough is agreeable to each community being represented by five members, the members for Northborough would include one representative from the Board of Selectmen, one representative from the Financial Planning Committee, specifically Jason Perreault who has worked closely with the reimbursement issue; the Town Treasurer, the Town Administrator, and one representative from the Appropriations Committee. If the Town of Southborough does not agree to five members, a representative from the Appropriations Committee could act as an Alternate Member.

Mr. Brenner noted that all meetings should be posted in advance and held in a public place where people can attend and observe if they wish to do so.

Following a lengthy discussion amongst members of the Board and participants in the audience (Financial Planning Committee Vice Chair Jason Perreault and Appropriations Committee Chair Elaine Kelly), the Board agreed to communicate to the Southborough Board of Selectmen that Northborough wishes to be represented by five members, including one representative from the Board of Selectmen, one representative from each the Financial Planning Committee and the Appropriations Committee, the Town Treasurer and the Town Administrator.

The Board agreed that Mr. Brenner would present options for the Board's consideration at their next meeting on September 24<sup>th</sup> in order to help prepare the Board for the follow-up meeting with the Regional School Committee on October 1<sup>st</sup>. It is also anticipated that additional information will be presented from the Regional School District's Legal Counsel at that time.

Appropriations Committee Chair Elaine Kelly informed the Board that she will follow-up on the Regional School Committee's promise to forward to the Board of Selectmen a Debt Exclusion Assessment.

**APPOINTMENT OF ELECTION WORKERS**

Selectman Amberson moved the Board vote to appoint those individuals who appear on the 2007/2008 Election Officer List for a term beginning September 10, 2007 and ending August 31, 2008 as submitted by the Town Clerk; Selectman Rutan seconded the motion; all members voted in favor.

**BOARD MEETING SCHEDULE FOR OCTOBER – DECEMBER**

By agreement, the Board set the Board’s Meeting Schedule for October – December as follows:

- October 22, 2007
- November 5, 2007
- November 26, 2007
- December 10, 2007

**APPROVAL/EXECUTION OF CEMETERY DEEDS A748 – A750**

Selectman Bakstran moved the Board vote to approve and execute Cemetery Deeds A748 - A750; Selectman Rutan seconded the motion; all members voted in favor.

**ANY OTHER BUSINESS TO COME BEFORE THE BOARD**

Selectman Bakstran volunteered to serve as the Board’s representative on the Solid Waste Citizens Study Group. The Board agreed.

**9:05 p.m. – EXECUTIVE SESSION**

Selectman Amberson moved the Board vote to enter into Executive Session pursuant to Massachusetts General Laws, Chapter 39, Subsection 23B, Subsection 3, Personnel Matter and Collective Bargaining; Selectman Rutan seconded the motion; the roll call vote was taken as follows:

Bakstran	“aye”	Pantazis	“aye”
Amberson	“aye”	Rand	“aye”
Rutan	“aye”		

Chairman Pantazis announced that the Board would return from Executive Session only to adjourn.

**10:05 p.m. – RETURN TO OPEN MEETING**

**ADJOURNMENT**

Selectman Rutan moved the Board vote to adjourn; Selectman Amberson seconded the motion; all members voted in favor. Meeting adjourned at 10:05 p.m.

Respectfully submitted,

Diane M. Wackell  
Executive Assistant to the

## Board of Selectmen